NORTH CAROLINA ARMY NATIONAL GUARD
AGR VACANCY ANNOUNCEMENT

POSITION AND DUTY MOS: Training NCO, 12N3O	**RANK/GRADE:** SSG/E6 (Mínimum SGT/E5)		**NATIONWIDE**	**ANNOUNCEMENT #:** AGR-FTM 2016-12
		X	**NCARNG SOLDIERS ONLY**	

UNIT, LOCATION, POC: 881ST ESC/ Rockingham, NC POC: MSG Strickland: (984) 661-2261 X 12261 antony.n.strickland.mil@mail.mil	**OPENS:** 10 February 2016	**CLOSES:** 10 March 2016

POSITION DESCRIPTION: Responsible for accomplishing the commander's plans and programs to attain the unit's training and mobilization readiness objectives. Drafts training schedules and maintains training library and training aids account. Advises unit commander on unit mobilization posture and requirements and maintains unit mobilization plan. Advises enlisted soldiers on military education requirements and prepares applications for Army Service schools and extension courses. Prepares reports, briefing materials and correspondence related to training as required by the Readiness Officer, the commander and higher headquarters. Assists in unit recruiting and retention activities.   Performs administrative and personnel duties in support of assigned unit. Advises commander and staff on personnel issues. Prepares memorandums, endorsements, messages, evaluation reports, strength and attendance reports, pay actions, and a variety of other personnel and administrative actions. Publishes and distributes unit orders. Prepares, sorts, and distributes incoming and outgoing correspondence. Maintains unit reference library. Safeguards and manages unit supplies and equipment. Performs other military duties as required by mission.

QUALIFICATION REQUIREMENTS: Must be qualified in or meet prerequisites for MOS **12N** in accordance with DA Pam 611-21-- includes **minimum score** in aptitude area **GM** in Armed Services Vocational Aptitude Battery (ASVAB) tests as follow: **90** if administered prior to **2 January 2002**, **90** if administered after **2 January 2012**. If not MOS qualified, must qualify within one year of assignment or be reassigned or released from AGR tour. Must meet retention medical/physical standards of Chapter 3, AR 40-501. Must have sufficient remaining service obligation to complete initial three-year AGR tour. Must not have served more than 15 years of Active Federal Service (AFS). Must be able to complete all military education requirements as determined by JFHQ-NC/NGB. Must meet other entrance requirements IAW AR 135-18. Must have or be able to obtain a Secret security clearance. Note: Most soldiers previously involuntarily separated from active duty or reserve status are not eligible for entry on AGR duty.

PLEASE READ DISCLAIMER: You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Please insure that all required documents (As Applicable) on the checklist are in included with your application. **INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE RETURNED WITHOUT ACTION (RWOA). DEPLOYED APPLICANTS:** If you are deployed, submit a memo stating the following: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address (es). The documents listed above must be enclosed (photocopies only – do not send originals) Applications and associated documents will not be considered for future vacancy announcements. Do not submit original documents. **MAIL APPLICATIONS TO:** NGNC-HRO-AGR, 1636 Gold Star Drive, Raleigh, NC 27607-3371. Applications must be received in the HRO Office or emailed to ng.nc.ncarng.mbx.hro-agr@mail.mil no later than 1630 hours (EST) on the closing date of the announcement. Applications must not be mailed using government-supplied envelopes or postage.

AGR APPLICATION CHECKLIST
M-DAY SOLDIERS

_____1.NGB Form 34-1 Application for AGR (dated NOV 2013-previous editions are obsolete) **Include e-mail address at the top 1st page of NGB Form 34-1.**
  _____ Age: Over 18, under 55?
  _____ Current NCARNG soldier? If not check whether announcement is nationwide.
  _____ Block IV all should be NO except for 9 and 10. If YES attachment for explanation.
  _____ Signed and dated.

_____2.Certified copy of ERB/ORB
  _____ ASVAB scores match the qualification requirements for the announcement.
  _____ If female applicant, is position open to females?
  _____ Qualified for AOC/MOS or meets DA Pam 611-21 prerequisites?

_____3.Personnel Qualification Record (Must be pulled in last 30 days)

_____4.DA Form 705 reflecting latest APFT (must be current within 1 year)
  _____ Passed APFT.
  _____ DA Form 3349 Physical Profile (for alternate APFT).
  _____ Meet HT/WT IAW AR 600-9? If not check for DA Form 5500/5501 reflecting latest HT/WT

_____5.PHA or IMR (within 15 months) or DD Form 2808 and 2807-1 (within 5 yrs).

_____6.DA Form 7349-R Annual Medical Certificate – Page 1 only (must be signed within 30 days).

_____7.DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 3 copies.
  _____ If newly promoted check for letter of recommendation from Commander or senior NCO.

_____8. All DA 1059's
  _____ Training meets qualification requirements for the announcement.
  _____ Soldier achieve Honor Graduate?

_____9. DD Form 214 (must have items 23-30 included),
  _____ Reentry Code should be RE-1 or RE-2 (ineligible if RE-3 or RE-4).
  _____ Character of Service should be Honorable Discharge.

_____10. NGB Form 23/23b Retirements Points History Statement (RPAM) (Must be pulled in last 30 days)
  _____ Calculate all prior Active Federal Service _____ years, _____ months (over 15 required waiver, over 17 not considered unless MOSQ). For officers can serve at least 5 years before MRD?
  _____ DA Form 1506 Statement of Service (alternate for Reserve or Active Army Soldiers)
  _____ If former AGR soldier, at least 12 months since REFRAD?

NOTE: Please insure that all required documents (As Applicable) on the checklist are in included with your application. **INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE RETURNED WITHOUT ACTION (RWOA).** Applications that have been returned without action will need to be resubmit complete packets with the corrected documents before job announcement closes in order for their packet to be considered.

AGR APPLICATION CHECKLIST
AGR SOLDIERS

_____1. OTAGNC Form 690-101, AGR Mobility Application (Oct 2002). **Include e-mail address at the top 1st page of OTAGNC Form 690-101.**
_____ Current NCARNG soldier? If not check whether announcement is nationwide.
_____ Is soldier currently under 18 months initial tour stabilization?
_____ If lateral transfer, is soldier MOSQ for vacant position?
_____ Signed and dated.

_____2. Certified copy of ERB/ORB and/or DA Form 2-1.
_____ Is soldier stabilized (SGT/SSG one year since last upward mobility assignment; SFC/MSG two years since last upward mobility assignment)?
_____ ASVAB scores match the qualification requirements for the announcement.
_____ If female applicant, is position open to females?
_____ Qualified for AOC/MOS or meets DA Pam 611-21 prerequisites?

_____3. Personnel Qualification Record. (Pulled within the last 30 days)

_____4. DA Form 705 reflecting last two APFTs (must be current within 6 months)
_____ Passed APFT.
_____ DA Form 3349 Physical Profile (for alternate APFT).
_____ Meet HT/WT IAW AR 600-9? If not check for DA Form 5500/5501 reflecting latest HT/WT

_____5. PHA or IMR (within 15 months) or DD Form 2808 and 2807-1 (within 5 yrs).

_____6. DA Form 7349-R Annual Medical Certificate – Page 1 only (must be signed within 30 days).

_____7. DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 3 (covering 36 months).
_____ If newly promoted or missing rated time check for letter from Commander.

_____8. All DA 1059's
_____ Training meets qualification requirements for the announcement.
_____ Soldier achieve Honor Graduate?

_____9. Letter of Recommendation from Brigade AO.

_____10. Current AGR Orders.

NOTE: Please insure that all required documents (As Applicable) on the checklist are in included with your application. **INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE RETURNED WITHOUT ACTION (RWOA).** Applications that have been returned without action will need to be resubmit complete packets with the corrected documents before job announcement closes in order for their packet to be considered.